

MINUTES

Workforce Connection Of Central New Mexico Executive Board Meeting

Thursday, June 2, 2005

7:45 am

MRCOG, 809 Copper, NW- Board Room

Call to Order- 7:59 a.m. - Bob Davey

Present

Bob Davey

Judy LeJeune

Rita Logan

Virginia Murphy

Nancy Renner

John Sapien

Mike Swisher

Quorum was Established

Excused

Charles Aguilar

Jeff Armijo

Mary Lee Martin

Approval of Thursday, June 2, 2005 Agenda

Motion: Virginia Murphy

Second: Judy LeJeune

No Discussion

Action: Passed by voice vote

Tab 1: Approval of Minutes, Executive Committee: May 12, 2005

Motion: Virginia Murphy

Second: Rita Logan

No Discussion

Action: Passed by voice vote

Tab 2: Monthly Expenditure Report- by Mike Swisher

- Mr. Swisher explained the monthly expenditure report of the month ending May 31, 2005

Questions Followed

FINAL ACTION ITEMS

Five Final Action Items were discussed and voted on- All Eight were passed by voice vote

Passed

- Approval of WFCP-05-05, WCCNM Year End Budget Adjustment Request (BAR)
- Approval of WFCP-06-05, Initial PY05 Budget
- Approval of WCCNM PY05 New Mexico Department of Labor Contract
- Approval of WCCNM PY05 Youth Development, Inc. Contract
- Approval of Resolution R-05-02, to Accept TANF Funds

Tab 3: Approval of WFCP-06-04, WCCNM Year End Budget Adjustment Request (BAR)- Background and Introduction by Cindy Mendoza

- Ms. Mendoza explained Tab 3 regarding the request for approval of the fourth quarter budget worksheet for the PY04 budget which incorporates adjustments based on current levels and outstanding obligations.
- Due to a high volume of program services during the final quarter of PY04, adjustments are necessary to realign client services categories to allow for payment of all current program year expenditures and obligations.
- The BAR will increase the Adult ITA, Customized Training and Supportive Services categories while decreasing the OJT and Intensive Services categories.
- The Realignment of Dislocated Worker categories will increase ITA's and Supportive Services while decreasing the OJT, Customized Training and Intensive Services categories.
- Youth projects funded by this budget did not materialize and have been moved to categories where they can be fully utilized.

Discussion and Questions Followed

Motion: Judy LeJeune

Second: Rita Logan

No Discussion

Action: Passed by voice vote

Tab 4: Approval of WFCP-06-05, WCCNM PY05 Preliminary Budget- Background and Introduction by Cindy Mendoza

- The Initial PY05 Budget is based on the allocation received from the Governor's Office of Workforce Training and Development (OWTD) in the amount of \$3,171,141.
- OWTD issued PY05 allocations for the Central Area on April 11, 2005. The allocation of these funds is as follows: Adult (\$693,322), Dislocated Worker (\$1,417,470), Youth (\$743,468) and Admin. (\$317,141).
- Also included in the preliminary PY05 budget is projected carryin funds estimated at \$618,069. Based on information from OWTD, the Central Region will also be receiving \$325,000 in Rapid Response funds in the first quarter of PY05.
- As part of recently completed reconciliation, the Central Region will be re-awarded \$597,310 in 10% Statewide funds.

- Finally, a transfer of 30% from Dislocated Worker to Adult is proposed and will be requested the first quarter of the program year.

Discussion and Questions Followed

Motion: Rita Logan

- **Acknowledged in the Motion that Adult and Dislocated Worker fund allocations will be reviewed by the Board at an upcoming retreat.**

Second: John Sapien

Discussion Followed

Action: Passed by voice vote

Tab 5: Approval of WCCNM PY05 New Mexico Department of Labor Contract- Background and Introduction by Bob Davey and Lawrence Rael

- The New Mexico Department of Labor submitted a proposal to WCCNM to become the One-Stop provider in 2004.
- The proposal, reviewed by staff and members of the Board, was recommended by the review team and approved by the Full Board on June 7, 2004.
- As Executive Committee task force, chaired by Bob Davey, met several times over the spring of 2005 to review the progress to date, and terms of the contract for renewal. The task force recommended renewal of the contract.
- The term of the agreement will be for two years, beginning on July 1, 2005 and ending June 30, 2007 with a budgeted amount of \$855,780 for PY05.

Discussion and Questions Followed

- **Mr. Swisher would like language added to contract to reflect that the One-Stop budget of \$855,780 is for the current PY05 year only, and negotiations will take place for PY06.**

Motion with Amendment: Mike Swisher

Second: Judy LeJeune

Discussion Followed

Action: Passed by voice vote

Tab 6: Approval of WCCNM PY05 Youth Development, Inc. Contract- Background and Introduction by Bob Davey

- Youth Development, Inc. submitted a proposal to WCCNM to serve at the youth services provider in 2004. The proposal, reviewed by staff and members of the Board, was recommended by the review team, and approved by the Full Board on June 7, 2004.
- An Executive Committee task force, chaired by Bob Davey, met several times over the spring of 2005 to review the progress to date, and terms of the contract for renewal.
- The task force has recommended extension of the contract.
- The term of the renewal Agreement is one year, beginning on July 1, 2005 and ending on June 30, 2006 with a budgeted amount of \$365,000 for PY05.

Discussion and Questions followed

- **Mr. Swisher would like language added to the YDI contract to reflect that this is a one year contract with the option to extend for one additional year.**

Motion with Amendment: Mike Swisher

Second: Rita Logan

Discussion Followed

Action: Passed by voice vote

Tab 7: Approval of Resolution R-05-02, to Accept TANF Funds- Background and Introduction by Lawrence Rael and Bob Davey

- In September 2004, WCCNM considered and passed a resolution supporting the collocation of TANF and WIA. It was agreed that there was much planning, preparation and data-gathering that must occur in order for the Board to make an informed decision about how to proceed.
- This resolution accepts the funding offered through OWTD to administer TANF employment and training programs in the amount of \$4,164,906.89.
- This amount includes program and administrative funds and is the preliminary amount named in a letter from OWTD dated May 5, 2005.
- Mr. Rael explained that although there are still contracts to be worked out the passing of this resolution is important to keep staff involved and to let NMDOL plan for the future of TANF.

Discussion and Questions Followed

Motion to approve contingent on Full Board Approval: Mike Swisher

Second: Nancy Renner

Discussion and Questions Followed

Action: Passed by voice vote

DISCUSSION ITEMS

Tab 8: Report on Local/State Monitoring Review- by Ramona Chavez

- Both a local and state monitoring reviews were conducted.
- At a local level all sights were reviewed, while OWTD only review three of the Central Area One-Stops (Valencia, Mountain Rd., and Rio Rancho).
- No disallowed costs were identified, however, there were some file/procedural inconsistencies that needed to be addressed.
- All matters have been addressed in a response sent to OWTD. OWTD has not responded as to whether they accept or do not accept our resolution.

REPORTS

Administrative Reports- Due to time constraints, Administrative Reports will be discussed at the Full Board meeting on June 20, 3005.

Committee Reports- None- due to time and lack of members present

PUBLIC COMMENT

Public Comments- None

ADJOURNMENT

Adjournment- 10:29 a.m.

Next Meeting-

Date: July 7, 2005

Time: 7:45 am

Location: Mid-Region Council of Governments

A more detailed account of the meeting and discussions are available for review at the MRCOG offices at: 809 Copper, NW, Albuquerque, NM 87102